

**BY ORDER OF THE  
SECRETARY OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 13-1AD,  
VOLUME 1**

**1 APRIL 2000**



**Space, Missile, Command and Control**

**AIR DEFENSE SYSTEMS TRAINING**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**NOTICE:** This publication is available digitally on the AFDPO WWW site at: <http://afpubs.hq.af.mil>.

---

OPR: HQ USAF/XOCE (CMSgt Reta Muasau)

Certified by: HQ USAF/XOC  
(Major General Kenneth W. Hess)

Supersedes MCI 13-SAOC Volume 1, 17 January  
1997.

Pages: 48  
Distribution: F

---

This instruction implements Air Force Policy Directive (AFPD) 13-1, Theater Air Control System. OCRs for this instruction are HQ PACAF/DOC and HQ ACC/DOL. This instruction prescribes policy, procedures and criteria for training all 13B/1C5, 1C3X1, 3C0X1 (Continental United States (CONUS) Region Air Operations Center (RAOC)), civilian equivalent, and Canadian Forces personnel assigned to Command and Control (C<sup>2</sup>) units. This instruction also applies to the 140 ADS and 24 ASOS C2 personnel. Specific chapters for the CONUS Sector Air Operations Centers (SAOCs), Alaska and Hawaii RAOCs, Iceland Control and Reporting Center (ICRC), CONUS RAOC Air Defense Center (ADC); and PACAF Air Defense and Reconnaissance Operations Centers are included. Proposed supplements to this instruction must be approved by the Major Command (MAJCOM) Office of Primary Responsibility (OPR) prior to publication. Throughout this instruction, Air Force Specialty Code (AFSC) 13B refers to Air Battle Managers (ABMs) and AFSC 1C5X1D refers to Weapons Directors (WDs). This instruction is affected by the Paperwork Reduction Act of 1974 as Amended in 1996.

**Records Management.** Maintain and dispose of all records created by prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule*.

This instruction is affected by the Privacy Act of 1974. The training records required to be maintained are covered by Systems Number F011 AF XO A Air Force Operations Resource Management System (AFORMS). The authority for maintenance of the records is 10 U.S.C. 8013.

**Chapter 1—POLICY AND CONCEPTS 5**

1.1. Introduction. .... 5

1.2. Training Concepts and Policies. .... 5

1.3. Medical Requirements. .... 10

1.4. Responsibilities. .... 10

1.5. Extensions of Training Time. .... 11

1.6. Transfers. .... 11

1.7. Cross-Training Programs. .... 11

1.8. Unit Certification Programs. .... 12

1.9. Supplements/Waiver Authority. .... 12

1.10. Changes. .... 12

**Chapter 2—CONUS SAOCs, HIRAOC, ICRC, AND AKRAOC TRAINING PROGRAM 13**

2.1. Purpose. .... 13

2.2. IQT. .... 13

2.3. MQT..... 14

2.4. CT. .... 15

2.5. Unit Certification Programs. .... 15

2.6. Development of SAOC and ICRC Training Modules. .... 15

**Chapter 3—CONRAOC TRAINING PROGRAM 17**

3.1. Purpose. .... 17

3.2. IQT. .... 17

3.3. MQT. .... 17

3.4. Continuation Training (CT). .... 18

**Chapter 4—DOCUMENTATION REQUIREMENTS AND REPORTS 19**

4.1. General. .... 19

4.2. Methods of Documentation. .... 19

4.3. Documentation Requirements. .... 19

4.4. Individual Training Records. .... 19

4.5. Forms and Reports. .... 20

4.6. Transfer of Records. .... 21

4.7. Documentation. .... 21

<b>AFI13-1ADV1 1 APRIL 2000</b>	<b>3</b>
<b>Chapter 5—KOREAN TACTICAL AIR CONTROL SYSTEM</b>	<b>24</b>
5.1. Purpose .....	24
5.2. IQT. ....	24
5.3. MQT. ....	25
5.4. CT. ....	25
<b>Chapter 6—JAPAN BASEAIR DEFENSE GROUND ENVIRONMENT SYSTEM JASDF BADGE</b>	<b>27</b>
6.1. Purpose .....	27
6.2. IQT. ....	27
6.3. MQT. ....	28
6.4. CT. ....	28
<b>Chapter 7—RECONNAISSANCE OPERATIONS CENTER</b>	<b>30</b>
7.1. Purpose .....	30
7.2. IQT. ....	30
7.3. MQT. ....	31
7.4. CT. ....	31
Table 7.1. SAOC, HIRAOC, ICRC, AKRAOC and PROC Positional Prerequisites. ....	32
Table 7.2. SAOC, HIRAOC, AKRAOC, and PROC IQT Requirements (N/A ICRC). ....	32
Table 7.3. SAOC, HIRAOC, ICRC, AKRAOC and PROC IQT minimum Academic Training Requirements. .	33
Table 7.4. SAOC, HIRAOC, ICRC, AKRAOC, and PROC IQT/CT Positional Training Requirements. ....	33
Table 7.5. SAOC, HIRAOC, AKRAOC, and PROC Weapons Personnel CT Positional Annual Requirements (Live). ....	34
Table 7.6. Lookback (Live). ....	34
Table 7.7. CONRAOC IQT Requirements (All Personnel). ....	34
Table 7.8. CONRAOC ADC IQT Academic Training Requirements. ....	35
Table 7.9. CONRAOC ADC IQT/CT Academic Training Requirements (Emergency Action Technician). ....	35
Table 7.10. ICRC Annual Positional Training Requirements. ....	36
Table 7.11. PACAF Positional Prerequisites. ....	36
Table 7.12. Korean Positional Prerequisites. ....	37
Table 7.13. Korean IQT Academic Requirements (All Personnel, except as noted). ....	37
Table 7.14. Korean MQT Academic Requirements (All Personnel). ....	38

Table 7.15. ROC IQT Academic Requirements (All Personnel, except as noted). ..... 38

Table 7.16. Japan IQT Academic Requirements (All Personnel, except as noted). ..... 39

Table 7.17. PACAF MQT Academic Requirements (All Personnel). ..... 39

Table 7.18. Japan/Korea Weapons Positional Requirements (Annual). ..... 39

**Attachment 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION 40**

## Chapter 1

### POLICY AND CONCEPTS

**1.1. Introduction.** Training of air defense command and control (C<sup>2</sup>) personnel is an essential activity that must be fully supported by all elements. The frequent changes of personnel, equipment, and procedures all reinforce the need for a dynamic training program. The purpose of this instruction is to provide the basic guidelines that all air defense C<sup>2</sup> units will use to train operations personnel. The objective is to set training policy, management criteria, and administrative practices.

#### 1.2. Training Concepts and Policies.

##### 1.2.1. Training Concepts.

1.2.1.1. Major Command (MAJCOM) and unit training programs will be designed to achieve the highest degree of combat capability possible within available resources. All training should be scheduled to maintain continuity and will be tailored to individual proficiency and experience. Training requirements are expressed in terms of missions and hours.

1.2.1.2. Live training requirements for inexperienced and experienced individuals are at [table 7.5.](#), [table 7.10.](#) and [table 7.18.](#)

1.2.1.3. The Combat Mission Ready (CMR). The status of an individual who successfully completes initial qualification training (IQT) and mission qualification training (MQT), passes Initial and Mission Qualification Evaluations (I/MQEs), complies with continuation training (CT) requirements, and is assigned to a unit with a primary combat mission.

1.2.1.3.1. As a rule, Air Battle Managers (ABMs) new to the career field require two years weapons experience as a prerequisite to upgrading to Senior Director (SD) and Air Surveillance Officer (ASO). Therefore, these individuals will follow a unique training track for approximately two years until the ABM lead-in training plan is fully implemented. Air Weapons Officer (AWO) is a temporary qualification held by an ABM with less than two years in the career field to develop skills to upgrade to SD/ASO duty. ABMs with less than two years in the career field will enter AWO IQT upon arrival at the unit. AWO training is equivalent to Weapons Director's (WD) IQT. These ABMs will complete AWO IQT as their first training qualification in progression to SD/ASO duty. When weapons IQT and MQT are completed, they will perform as CMR AWOs. The SAOC director/unit commander determines when the AWO is entered into SD/ASO IQT.

1.2.1.3.2. ABMs with more than two years in the career field are entered into SD/ASO/Mission Crew Commander (MCC) training per unit needs. Weapons training is only required for SD/MCC (that is qualified in weapons) personnel. CMR/BMC SD/MCC (that is qualified in weapons) must maintain a current weapons qualification and IAW [table 7.5.](#), [table 7.6.](#), [table 7.10.](#) and [table 7.18.](#)

1.2.1.4. CMR individuals must maintain minimum Training Requirements (TRs) and Lookback requirements IAW [table 7.5.](#), [table 7.6.](#), [table 7.10.](#) and [table 7.18.](#) Training will be documented IAW [chapter 4.](#) This AFI adopts the following AF forms for use: AF Form 4141, Individual's Record of Duties and Experience Ground Environment Personnel; AF Form 4142, Individual Annual Training Record; and AF Form 4143, Certificate of Qualification.

1.2.1.4.1. Lookback. Lookback is a management tool used to determine crewmember currency. 3-month lookback is to be accomplished not later than the 5<sup>th</sup> day of the month. For ANG, a 3-month lookback will be accomplished no later than the UTA. For the purpose of this instruction, a UTA is considered to be the 2-day period per month that ANG operations personnel spend on duty. The UTA is one full ANG drill weekend. When computing due dates, the UTA weekend on which an event initially takes place does not count. For example, a reference allows for two UTAs for completion of an event. The original decision/event occurs during the drill weekend in March. The unit/individual would have until the end of the drill weekend in May to complete the action/response. The use of weekday and evening training periods will not shorten this time period.

1.2.1.4.2. 3-Month Lookback. The 3-month lookback is an assessment tool used to determine weapons personnel currency and the actions required if an individual does not meet the TRs. If the 3-month lookback is not met, the commander may do one of the following:

1.2.1.4.2.1. Give the individual one more month to complete training requirements for the 3-month total by the next monthly review. The SAOC director/unit commander's intention to use this probation period will be made in writing. Experienced individuals without a 3-month history (for example, returning from TDY) may be kept current at the discretion of the SAOC director/unit commander until such history is established. Currency requirements as described in Table 7.6 must be met.

1.2.1.4.2.2. Direct the individual be placed into Non-Combat Mission Ready/Non-Basic Mission Capable (NCOMR/NBMC) status.

## 1.2.2. Training Policies.

1.2.2.1. The training program is divided into three phases to facilitate administration and documentation. Initial Qualification Training (IQT) is intended to provide an overview of the Air Defense C<sup>2</sup> System and its mission in general and the necessary training to attain Basic Qualification (BQ). Mission Qualification Training (MQT) is theater certification training necessary to attain CMR. Continuation Training (CT) consists of continuation instruction to maintain and increase the knowledge for CMR/BMC status.

1.2.2.2. Training consists of academic and practical training in both live and simulated environments.

1.2.2.3. All Operations Training Officers (OTOs) will use contract and/or locally developed training materials for their appropriate C<sup>2</sup> system/location.

1.2.2.4. To maximize the interaction between duty sections, joint training sessions or subjects common to all should be presented as often as practical. Collective mission briefings and debriefings should also be encouraged to enhance the interface between operations personnel. Familiarization training to external agencies (that is, Joint Surveillance System (JSS), Air Defense Control Facility (ADCF), Fighter Squadron (FS), Federal Aviation Administration (FAA) facilities, and so forth) shall be conducted to satisfy positional prerequisites. Internal unit familiarization must also be stressed between sections such as weapons, surveillance, Extended Battle Staff (EBS) (ICRC-Unit Control Center), and the Battle Staff (BS) (ICRC-Joint Command Post) to familiarize all participants with the unit's methods of operations.

1.2.2.5. Training agencies at every echelon will use a systematic process to develop a comprehensive training program. This process will be guided using Instructional Systems Development (ISD) principles in AFI 36-2201. Expertise in ISD methodology can be gained by attendance at the Criterion-Referenced Instruction course and Instructional Module Development course outlined in the Education and Training Course Announcement (ETCA).

#### 1.2.2.6. Instructors.

1.2.2.6.1. The OTO or designated representative nominates individuals to the SAOC director/unit commander to serve as instructors. The SAOC director/unit commander may appoint, by letter, as many instructors as necessary to meet unit requirements. Instructors must be experienced, CMR, and current in the position they are to instruct. CMR/current SDs may instruct weapons trainees. They must also have demonstrated the ability to monitor and instruct trainees. Appointment as an instructor is entered on the AF Form 4141 and signed by the SAOC director/unit commander. Personnel removed from instructor qualification for any reason cannot be automatically reinstated. Should the SAOC director/unit commander choose to reinstate that individual to instructor status, it must be by letter and re-entered on the AF Form 4141.

1.2.2.6.2. Instructors must have six months (ICRC/PACAF three months) CMR status in the duty position. (Previous experience in an equivalent system satisfies this requirement.) SAOC director/unit commander may waive the 3 or 6-month requirements. EXCEPTION: Individuals possessing a "W", "K", or "T" prefix may be appointed as instructors upon upgrade to CMR/BMC status.

1.2.2.6.3. Instructors must score/maintain at least 90% academic testing for the position in which he/she is qualified as an instructor.

1.2.2.7. Individuals not performing duties in the operations section for reasons of Uniform Code of Military Justice (UCMJ) prosecution/conviction, drug abuse, conscientious objector status, or loss of a security clearance will not be entered into/continued in training. The SAOC director/unit commander or designated representative may adjust training time or remove IQT/MQT personnel from training due to medical disqualification (or in Duty Not Involving Controlling (DNIC) status), emergency leave, or administrative action. Newly assigned personnel awaiting security clearance may be entered into IQT but will not be given access to classified materials. An entry indicating the delay by the Commander will be recorded on the AF Form 4141.

#### 1.2.3. Training Requirements.

1.2.3.1. This instruction establishes the minimum training requirements the SAOC director/Director of Operations (DO) uses to ensure operations personnel are adequately trained during IQT, MQT, and CT. Personnel assigned to units covered under this instruction will have varying backgrounds and different levels of experience and proficiency. The SAOC director/DO or unit commander ensures individuals' training accomplishments are reviewed and an appropriate course of training is established based on individual background and experience. The OTO records the review on the AF Form 4141.

1.2.3.2. CT training requirements are on an annual basis. Annual requirements will begin 1 October.

1.2.3.3. Training time requirements for IQT and MQT for initial upgrade must be carefully managed to ensure personnel attain CMR status within the prescribed time limitations. Training time requirements for primary and secondary duty positions may be adjusted as necessary for such factors as TDYs, emergency leave, formal training courses, PME schools, or DNIC. Explanations and maximum training date adjustments will be recorded on AF Form 4141.

1.2.3.4. The SAOC director/DO is authorized to prorate training requirements for an individual's TDY, medical disqualification (or DNIC status), emergency leaves, or any administrative support for 30 cumulative days or more. It is also used when an individual is upgraded after the start of the annual training period (no limit). For example: The annual training requirement for a WD is 36 live and 72 simulated missions. An individual is upgraded during March; his/her prorated share of the annual training requirements would be 18 live and 36 simulated missions, to be accomplished during the period 1 April through 30 Sep. Proration of requirements will be recorded on AF Form 4141 and certified by the SAOC director/unit commander.

1.2.3.5. Practical Training Requirements for Weapons Personnel. In addition to the "hands on" training requirements as defined in **chapter 2**, practical training for SDs/ SDTs/AWOs/WDs/WDTs is expressed in terms of missions. Mission includes briefing, controlling and debriefing. Controlling consists of taking radio and radar control of aircraft and accomplishing one or more mission types, such as air-to-air, air refueling, air-to-surface, and active air defense scramble. Specific training requirements are contained within each chapter. For training purposes, the types of missions and effective criteria follow.

1.2.3.5.1. Air-to-Air. The control team provides control to a fighter/flight where the primary objective is to practice air defense intercept, air combat tactics/defensive combat tactics, procedures, and techniques against a defensive, limited maneuvering target. An active air defense scramble that results in a single intercept will be counted as an effective mission. Practice air combat tactics/defensive combat tactics IAW AFI 11-214 will be effective only if the control team provides close, tactical, or broadcast control to a fighter or flight of fighters that enter a tactical engagement.

1.2.3.5.2. Air Refueling Mission. The control team provides control to aircraft conducting aerial refueling IAW AFI 11-214. The mission is effective when the control team provides close or tactical control to each aircraft or flight of aircraft that rendezvous with a tanker/cell (or flight simulating a tanker). The control team may credit one air refueling mission per set of receivers. The control team may credit more than one mission per flight of aircraft in cases where the flight conducts more than one type mission, except for the monitor/flight follow mission. For example, if the control team rendezvous the fighters on a tanker and then takes the fighters off tanker and conducts intercepts, the control team credits both an air refueling and an air-to-air mission (providing they accomplished at least one of each mission type).

1.2.3.5.3. Air-to-Surface Mission. The control team provides control to an aircraft/flight where the primary objective for the AWO/WD team is to practice interdiction, close air support (CAS), reconnaissance (RECCE), strike control and reconnaissance (SCAR), search and rescue (SAR), or suppression of enemy air defense (SEAD) procedures. The special operating instructions and rules of engagement (ROE) are IAW AFI 11-214. The AWO/WD team credits one mission each time they control an aircraft, or flight of aircraft where flight integrity is maintained, that conducts one of the above air-to-surface missions.

#### 1.2.3.6. Unqualified (UQ).

1.2.3.6.1. The SAOC director/unit commander/DO will direct the OTO to downgrade a CMR qualified individual to UQ status when:

1.2.3.6.1.1. The individual fails any evaluation, or

1.2.3.6.1.2. The individual fails to complete the recurring evaluation by the scheduled date, or

1.2.3.6.1.3. The individual fails to meet annual training requirement (live and sim), or

1.2.3.6.1.4. The SAOC director/unit commander/DO determines an individual is not proficient.

1.2.3.6.2. The SAOC director/unit commander approves entry of the trainee into a 30-calendar day (4 UTAs) remedial training period following notification by the OTO, or takes appropriate administrative action.

1.2.3.6.3. NLT the 60th calendar day (6 UTAs), 30 days (4 UTAs) remedial training period, one of the following occurs:

1.2.3.6.3.1. The trainee completes the training requirements, is certified ready for the re-evaluation by the OTO, and passes the re-evaluation, or

1.2.3.6.3.2. The trainee does not complete the training requirements, is not certified ready for the re-evaluation by the OTO, or fails the re-evaluation. The trainee is referred to the SAOC director/unit commander. The SAOC director/unit commander takes appropriate administrative action or requests another 30-day training period from MAJCOM, through Numbered Air Force (NAF) Headquarters, (85GP/OGV for 932 ACS) via the most expeditious means available.

1.2.3.6.4. Non Combat Mission Ready (NCMR) (Noncurrent) Status. Individual is considered NCMR/NBMC upon loss of currency, i.e., did not meet TRs are also considered Noncurrent upon the loss of currency, in the same manner as CMR/BMC personnel. Individuals must be supervised by an instructor. In addition, any CMR individual absent from duty more than 60 consecutive days will be placed in NCMR status. The individual will perform missions under the direct supervision of a qualified instructor until the instructor is confident the individual is competent. Once the instructor declares the individual competent, the OTO will annotate CMR status on AF Form 4141.

1.2.3.6.4.1. If unable to control the 3-month lookback mission rate, refer to [table 7.6](#). Individuals that fail to meet the 3-month lookback remain CMR/BMC but are considered to be NCMR. NCMR individuals will be monitored by an instructor for a minimum of two missions. These missions may be credited toward annual TRs. TRs, as described in [table 7.5](#), must be met before beginning requirements for the next annual period.

1.2.3.6.4.2. If the instructor determines the individual is proficient, currency status is restored by annotating AF Form 4141 and the individual begins proficiency requirements for the next training period. If the instructor determines the individual is not proficient, the OTO recommends to the SAOC director/unit commander the individual be downgraded to UQ status. However, the OTO must identify on the RCS: HAF-XOC(AR)9910 Training Deficiency Report (TDR) via e-mail through channels to MAJCOM as soon as potential

shortfall of missions may result in individuals not meeting their currency requirements. In PACAF, this report is submitted in narrative form by operational units to NAF/Group. Training requirements are at [table 7.2.](#) and [table 7.18.](#)

1.2.3.6.5. Training in excess of 60 calendar days require MAJCOM OPR approval. Request will be processed through the region commander, PACAF unit commander, or 932 ACS commander, as applicable. If additional extended time is requested, the trainee will continue training while the request is being staffed.

**1.3. Medical Requirements.** SDs/AWOs must maintain a class III flight physical profile IAW Air Force Instruction (AFI) 48-123. WDs must maintain a ground-based physical profile IAW AFI 48-123. (Mission Crew Commanders [MCCs] and other 13B positions not directly involved with flying may perform in the affected duty position while in a DNIC status.)

**1.4. Responsibilities.** HQ ACC/XOY is the OPR for this instruction. HQ PACAF/DOC is the OCR.

1.4.1. MAJCOM OPR/OCR will:

1.4.1.1. Provide command guidance and monitor the effectiveness of the training program.

1.4.1.2. Provide command assistance in the resolution of major training problems and coordinate with agencies both internal and external to their command for training equipment (to include contracted training).

1.4.1.3. Ensure allocation of command resources to meet training requirements.

1.4.1.4. Approve unit supplements to this instruction.

1.4.2. 1AF/DO and 611 Combat Operations Flight (COF) will develop and implement an initial and continuation training program for battle staff/extended battle staff and headquarters personnel (as applicable) and maintain required training records.

1.4.3. 1 AF will:

1.4.3.1. Provide assistance, guidance, and resources to subordinate units for the implementation, direction, and monitoring of the training program.

1.4.3.2. Monitor/coordinate actions to correct training deficiencies.

1.4.4. 85 GP/OGV will:

1.4.4.1. Provide staff coordination with subordinate units and provide an information copy to 8 AF/DOVR on matters that relate to this training instruction.

1.4.4.2. Forward training extension requests to ACC/XOY for approval.

1.4.4.3. Review, for approval, subordinate unit directives (as required) and ensure compliance with published directives.

1.4.5. In addition, 611 COF will:

1.4.5.1. Provide assistance, guidance, and resources to subordinate units for the implementation, direction, and monitoring of the training program.

1.4.5.2. Monitor/coordinate actions to correct training deficiencies.

1.4.5.3. Conduct Staff Assistance Visits (SAVs) to subordinate units at least every 12 months to monitor and assist them with implementation of unit training programs.

1.4.5.4. Forward waiver requests to PACAF/DOC for approval.

1.4.5.5. Review, for approval, subordinate unit directives (as required) and ensure compliance with published directives.

1.4.6. Units (SAOC director/unit commander) will:

1.4.6.1. Appoint an OTO to implement and manage the operations training program. The term OTO is generic for a training office and the actual term may vary from unit to unit, e.g., Chief of Training (COT), Unit Training Officer (UTO), Unit Training Manager (UTM), etc.

1.4.7. The OTO will:

1.4.7.1. Ensure compliance with this instruction.

1.4.7.2. Be responsible for unit training Operating Instructions (OIs).

1.4.7.3. Ensure training programs are developed and implemented as prescribed by this instruction.

1.4.7.4. Ensure individual training requirements are determined and monitored.

1.4.7.5. Ensure appropriate training materials are maintained as prescribed by this instruction.

1.4.7.6. Identify individual training requirements and ensure appropriate training programs are developed.

1.4.7.7. Ensure individual training records are maintained as prescribed by this instruction.

1.4.7.8. Initiate administrative action on individuals whose performance reflects non-aptitude for the requirements of their AFSC.

1.4.7.9. Request SAVs when deemed necessary IAW AFI 13-1Stan/Eval Volume 2.

## **1.5. Extensions of Training Time.**

1.5.1. SAOC director/unit commander is authorized to grant an individual one training extension in each phase of training.

1.5.2. Extensions in training time beyond that authorized by the SAOC director/unit commander will be forwarded to the ADS/DO (ICRC-85 GP/CC) or equivalent for an additional training period.

1.5.3. If additional training is required, refer to paragraphs 2.3, 3.3, and 4.3.

**1.6. Transfers.** Personnel transferring, either PCS or TDY, from one like system to another (that is, SAOC to SAOC) may be continued in their previous training phase/qualification, following local orientation and selected MQT, if applicable. The completion date and test scores of written local area procedures examinations are entered on the individual's AF Form 4141.

**1.7. Cross-Training Programs.** Specific cross-training requirements have been established for certain duty positions within this instruction. Although not a specific requirement, all units are encouraged to establish a dynamic cross-training program with associated units (i.e., Mobile TACS, US Navy, OTH, etc.). Cross-training will be documented on AF Form 4141.

**1.8. Unit Certification Programs.** Management of unit certified positions (i.e., Interceptor Pilot Simulator (IPS), Target Monitor (TGM)) will be developed and implemented at unit level. Unless otherwise identified in this instruction, training requirements and materials in support of unit certified positions will be developed and administered at unit level. Battle staff and battle staff support personnel will complete training programs IAW Sector/unit directives. Unit certifications will be recorded on AF Form 4141.

**1.9. Supplements/Waiver Authority.**

1.9.1. All proposed supplements to this instruction will be submitted through channels to MAJCOM OPR for approval.

1.9.2. Waivers.

1.9.2.1. Waiver authority for requirements contained in this instruction rests with HQ ACC/XOY and PACAF/DOC unless otherwise specified.

1.9.2.2. Requests for waivers must:

1.9.2.2.1. Contain a complete explanation of why the waiver is required and corrective actions to be taken.

1.9.2.2.2. Specify the number of days requested (not to exceed 30 days or 90 hours [4 UTAs] as applicable).

1.9.2.2.3. State what progress the individual has made at the time of the request.

1.9.2.2.4. Indicate the number of live/simulated missions accomplished, as applicable.

1.9.2.2.5. Contain other information that will permit the approving authority to accurately evaluate and properly act upon the request.

1.9.3. All waivers for ACC/PACAF consideration will be forwarded to ACC/XOY or HQ PACAF/DOC, with information copy to NAF.

**1.10. Changes.** Units recommend changes to this instruction using AF Form 847, **Recommendation for Changes of Publication**. Recommendations are sent through channels to appropriate headquarters. Appropriate headquarters will staff recommendations and forward to MAJCOM OPR. PACAF will forward recommendations to ACC/XOY for action.

## Chapter 2

### CONUS SAOCS, HIRAOC, ICRC, AND AKRAOC TRAINING PROGRAM

**2.1. Purpose.** This chapter outlines the training for personnel assigned to the SAOC, Hawaiian RAOC (HIRAOC), Iceland Control and Reporting Center (ICRC), and Alaskan RAOC (AKRAOC). All Battle Staff (BS) personnel or Canadian equivalent personnel are required to attain CMR status in a duty position as identified in AFI 13-1AD Volume 3, unless otherwise stated. All BS personnel assigned to the ADS headquarters staff and 85 GP staff are required to attain CMR status at the direction of the respective commanders. Unless otherwise stated, the 932d ACS/CC carries out the responsibilities prescribed for the SAOC director; the 85 GP Commander carries out the responsibilities prescribed for the ADS/DO.

**2.2. IQT.** All 13B/1C5 personnel and Canadian forces equivalent assigned to the SAOC will be entered in IQT NLT 20 calendar days (3 UTAs) (15 days for ICRC) after reporting to the unit. The SAOC director/unit commander must justify exceptions in writing through channels to applicable MAJCOM for approval. Newly assigned personnel awaiting assignment to a basic technical training course may enter IQT but may not be upgraded to BQ status until completion of the technical course. All entry level ABMs with less than two years in the career field are entered into AWO IQT upon arrival at the unit. After successful completion of IQT, these individuals will be given a weapons Initial Qualification Evaluation (IQE) and placed into BQ status. The AWO will then enter MQT and, upon completion, will be designated a CMR AWO. Trainees in IQT will be under the supervision of an instructor.

2.2.1. Time Limitations. Trainees must complete IQT within 150 calendar days following entry into IQT (20 UTAs for ANG personnel, 75 days for ICRC). Personnel training to secondary duty positions are allowed 150 calendar days (20 UTAs for ANG personnel, 90 days for ICRC). Upon completion of IQT requirements, the training period ends and the trainee is released to the Stan/Eval office to complete the evaluation IAW AFI 13-1 STAN/EVAL Volume 2. There is no required time limitation for individuals awaiting a technical course.

2.2.2. Training Requirements. The OTO ensures newly assigned personnel's experience records/training accomplishments are reviewed and the appropriate amount of instruction for each academic subject and positional area is established. Training requirements for IQT are contained in [table 7.2.](#), [table 7.3.](#), and [table 7.4.](#) The SAOC director/unit commander may adjust individual training requirements based on trainees' needs. Personnel must also meet the prerequisites in [table 7.1.](#) Trainees must be monitored by an instructor at all times during positional training.

2.2.3. IQT Completion. By NLT the 150<sup>th</sup> calendar day (20 UTAs; 75 days for ICRC) of the IQT period, one of the following occurs.

2.2.3.1. The OTO will certify on the AF Form 4141 the completion of IQT requirements and that the trainee is ready for an evaluation.

2.2.3.2. Individuals who satisfactorily complete initial evaluation will be given Basic Qualification (BQ) status and entered into MQT immediately. Individuals assigned to a unit without a combat mission will be designated BMC and placed into CT. BQ individuals do not require an instructor when on position.

2.2.3.3. If the trainee does not complete training requirements within the specified time limitation, the unit OTO will refer the trainee to the SAOC director/unit commander for appropriate

action. The SAOC director/unit commander may grant a waiver for a 30-day (4 UTAs for ANG personnel) extended training period. If the trainee fails to complete training requirements and pass an evaluation during the initial training period, the trainee is referred to the ADS DO or equivalent (ICRC-85 GP/CC) who may grant a 30-day (4 UTAs) additional training period or refer the trainee back to the SAOC director/unit commander for appropriate administrative action.

**2.3. MQT.** Personnel who satisfactorily complete IQT and their evaluation for their duty position will immediately (next duty day or next UTA for ANG) enter MQT unless they must complete a transition course or other formal school training. AF Form 4141 will be annotated to show any removal from unit training for purposes of formal school attendance. An instructor must supervise MQT training.

2.3.1. Time Limitations. Trainees are required to complete MQT training within 30 days (4 UTAs, 15 days for ICRC) after entry into training. Training time may be adjusted for mandatory TDYs.

2.3.2. Training Requirements. Each unit will develop and provide theater certification training for all personnel covered by this chapter upon entry into MQT. The SAOC Director/DO is responsible for training personnel on the general procedures and preparation for executing the unit designed operational capability (DOC) mission statement in accordance with NORAD/joint/combined/AF directives and any applicable operations plan.

2.3.3. MQT Completion. Upon completion of MQT, trainees are then released to Stan/Eval to take the Mission Qualification Evaluation (MQE) the next duty day IAW AFI 13-1Stan/Eval, Volume 2. The passing score is 85 percent. The Stan/Eval maintains at least two different tests on file or utilizes a computer-generated test program. Upon successful completion of the MQE, individuals will be given CMR status and placed into CT the following day. A positional evaluation is NOT required upon completion of MQT. By NLT the 30th calendar day (4 UTAs, 15 days for ICRC) of the MQT period, one of the following occurs:

2.3.3.1. Trainees who fail to complete the training requirements for MQT will be referred to the SAOC director/unit commander for removal from training or for extended training. The SAOC director/unit commander may grant the trainee an extended training time for a period not to exceed 15 days (2 UTAs).

2.3.3.2. Trainees who fail to meet requirements for the second time will be referred to the ADS DO or equivalent who may grant a 15 day additional training period or refer the trainee back to the SAOC director or unit commander for appropriate administrative action.

2.3.3.3. Training Deficiency Reports (**chapter 4**) are used to identify problems beyond the unit's ability to resolve that may prevent the unit, or individuals in the unit, from satisfying academic or practical training requirements. Individuals failing to meet standards will meet a Faculty Evaluation Board (FEB).

2.3.3.3.1. Faculty Evaluation Board. The FEB is comprised of the SAOC director, DO ICRC, the student's flight commander/OTO, and the operations superintendent. The FEB is convened as required to examine an individual's non-progression in training. The Board makes recommendations to the commander/unit commander (for ICRC) concerning the trainee's continuation in training, and his/her future.

2.3.3.3.2. Cause. Failure of an individual to attain or maintain qualification in an operational position, failure to meet required standards when enrolled in an established upgrade course.

2.3.3.3.3. Justification. The information presented to the commander which should contain a total profile of the individual and may include anything related to the individual's training, performance, or past evaluations.

*NOTE:* Material may be collected from any source, including past assignments.

2.3.3.4. Commander's Action. The commander (unit commander [ICRC]) may decide on any of the following actions.

2.3.3.4.1. Take no action and return individual to training, providing the individual is within training time limitation. Insufficient reason for removal from training.

2.3.3.4.2. Direct remedial training for a specific period of time.

2.3.3.4.3. Remove the individual from training IAW AFI 36-2101.

2.3.3.5. Commander will:

2.3.3.5.1. Notify the individual in writing of his/her suspension from training.

2.3.3.5.2. Forward the results of the FEB finding through channels to MAJCOM for final approval/disapproval. The following areas, as a minimum, will be addressed in the Board's package:

2.3.3.5.2.1. Tab 1: Academic - individual training records.

2.3.3.5.2.2. Tab 2: Sim/Device Training - individual's positional activity records.

2.3.3.5.2.3. Tab 3: Records of individual counseling.

**2.4. CT.** Personnel who are qualified CMR/BMC will be entered into CT for that particular position. The SAOC Director/unit DO will ensure there is sufficient academic instruction and positional training to maintain CMR/BMC qualification. Personnel who become CMR/BMC after the beginning of the annual training period accomplish a prorated share of the positional TRs for the remainder of the period beginning with the first day of the following month. Recording of academic and positional TRs, and instructor or Stan/Eval monitored accomplishments, will be recorded on AF Form 4142. CT requirements are identified in [table 7.4.](#), [table 7.5.](#), [table 7.6.](#) and [table 7.10.](#)

**2.5. Unit Certification Programs.** Each unit is required to develop/implement a training program for all unit certified positions IAW NAF/Group/unit directives. A certified status will be given to such non war-time duty positions as Target Monitor (TGM), Simulator Supervisor (SIMSUP), etc. To ensure flight safety, all unit certified target monitors must maintain CMR status.

## **2.6. Development of SAOC and ICRC Training Modules.**

2.6.1. MAJCOM will approve contractor produced SAOC and ICRC training program modules. The OTO will be responsible for the update/maintenance of selected contract modules. Table 7.2 and Table 7.3. identify the ACC air defense system training program academic training modules.

2.6.2. Upon receipt of initial distribution, units will establish procedures for local printing of modules to satisfy their requirements, if additional modules are needed.

2.6.3. Recommended changes/updates to modules will be addressed through channels to MAJCOM (info copy to CONUS SAOCs/ICRC).

2.6.4. All locally developed training materials for supplementing this instruction or for certified duty positions will be IAW NAF/unit directives.

## Chapter 3

### CONRAOC TRAINING PROGRAM

**3.1. Purpose.** This chapter outlines the training for personnel assigned to the CONUS NORAD Region Air Operations Center (CONRAOC). It consists of three training programs: IQT, MQT, and CT.

**3.2. IQT.** IQT is that training common and unique to all duty positions inside the CONUS RAOC ADC. The unique training is certification training. Training for personnel assigned to battle staff or extended battle staff duty positions is the responsibility of the battle staff cell chiefs. All 13B/1C5/3C0X1 Battle Staff (BS) personnel are entered into IQT NLT 20 calendar days after reporting to the 701st Air Defense Squadron (ADS). The unit commander must justify exceptions in writing through channels to the applicable MAJCOM for approval.

3.2.1. Time Limitations. Trainees in initial certification training are required to complete IQT training within 90 calendar days for any duty position.

3.2.2. Training Requirements. The 701 ADS unit commander ensures the OTO reviews newly assigned personnel's experience records and training accomplishments and establishes the appropriate amount of instruction for each academic subject and positional areas. TRs for IQT are academic and positional and contained in [table 7.7.](#), [table 7.8.](#), and [table 7.9.](#) The unit commander may adjust individual training requirements based on mission requirements and individual's experience.

3.2.3. IQT Completion. Upon completion of IQT requirements, trainees will take a comprehensive, closed book examination on the material covered in the training program. The OTO or immediate supervisor will verify the trainee's knowledge and positional proficiency by administering a positional evaluation prior to recommending certification by the unit commander.

3.2.4. The OTO will certify on the AF Form 4141 the completion of IQT requirements and the trainee is ready for a unit certification evaluation.

3.2.4.1. Trainees who satisfactorily complete a certification evaluation will be awarded basic certified status by the unit commander and entered into MQT certified training.

3.2.4.2. Trainees who fail to complete the training requirements or fail the certification evaluation will be referred to the unit commander who may grant a 20-day extended training period or take appropriate administrative action. Trainees will be administered an alternate mission readiness evaluation after additional training is completed.

3.2.4.3. Trainees who fail the re-evaluation will be referred to the unit commander for appropriate action. The unit commander may request through 1 AF/DO that ACC/XOY grant an additional 20 day training time.

**3.3. MQT.** Personnel who satisfactorily complete IQT will be given a BQ status and immediately entered into MQT theater certification training.

3.3.1. Training Requirements. Each unit will develop and provide certification training to all personnel covered by this chapter upon entry into MQT. The OTO records the review on the AF Form 4141 for the unit commander's signature.

3.3.2. Time Limitations. Trainees are required to complete MQT within 60 days after entry into training.

3.3.3. MQT Completion. Upon completion of MQT, trainees are then released to Stan/Eval to take the Mission Qualification Evaluation (MQE) IAW AFI 13-1Stan/Eval Volume 2. The passing score is 85 percent. The Stan/Eval maintains at least two different tests on file or utilizes a computer-generated test program (example: T21). Upon successful completion of the MQE, individuals will be given CMR status and placed into CT. A positional evaluation is NOT required upon completion of MQT. By NLT the 60th calendar day of the MQT period, one of the following occurs:

3.3.3.1. Trainees who fail to complete the training requirements for MQT will be referred to the SAOC director/unit commander for removal from training or for extended training. The SAOC director/unit commander may grant the trainee an extended training time for a period not to exceed 15 days (2 UTAs)

3.3.3.2. Trainees who fail to meet requirements for the second time will be referred to the ADS DO or equivalent who may grant a 15 day additional training period or refer the trainee back to the SAOC director or unit commander for appropriate administrative action.

3.3.3.3. Training Deficiency Reports ([chapter 4](#)) are used to identify problems beyond the unit's ability to resolve that may prevent the unit, or individuals in the unit, from satisfying academic or practical training requirements.

**3.4. Continuation Training (CT).** Personnel who satisfactorily complete MQT requirements and pass a unit certification evaluation are awarded unit certified CMR status on the AF Form 4141 and entered in CT.

3.4.1. CT Training Areas. CT is a continuation of IQT and MQT. Training areas will be identified prior to the 20th day of the annual training period. Subject areas will be identified as follows:

3.4.1.1. IQT and MQT subject areas identified by the OTO ([table 7.7.](#) through [table 7.9.](#)).

3.4.1.2. Weak areas identified during evaluations and new procedures.

3.4.2. Proficiency Requirements. To maintain unit certified status, individuals must satisfactorily complete the following:

3.4.2.1. Monthly self-study.

3.4.2.2. Periodic supervisory spot checks.

3.4.3. Individuals who fail to maintain unit certified status will be referred to the unit commander for appropriate action.

## Chapter 4

## DOCUMENTATION REQUIREMENTS AND REPORTS

**4.1. General.** This chapter prescribes methods for units to document and report training accomplishments and deficiencies.

**4.2. Methods of Documentation.**

4.2.1. Units will use suitable general purpose forms and/or status boards/charts/small computers to record training requirements/progress/accomplishments. As stated in paragraph 1.2.1.4., AF Forms 4141, 4142, and 4143 are adopted for use by this AFI.

4.2.2. Permanent documentation will be IAW provisions of this chapter.

**4.3. Documentation Requirements.** Documentation that records an individual's training accomplishments/progress and duty experience will be maintained on all personnel subject to CMR/certification requirements. As a minimum, such documentation will consist of records identified in paragraph 4.4 below. Other documentation relating to the training and/or evaluation of individuals (copies of evaluations, counseling records relative to duty/training performance, and so forth) will be maintained separately.

**4.4. Individual Training Records.**

4.4.1. When electronic forms are used, safeguards should be used to ensure the integrity of entries, i.e., letter signed by the SAOC/DOC or unit DO identifying individuals authorized to make computer entries, password for files access, and a system for backing up the electronic files. Items on electronic forms requiring signature will be annotated as reviewed by the SAOC director/unit commander.

(Optional: The information required by AF Form 4141 may be maintained in an electronic version in lieu of hardcopy version. However, upon PCS, the electronic record must be translated into hardcopy form IAW above guidance for the individual to handcarry to the next duty assignment.)

4.4.2. Enlisted (except WDs) personnel training records will consist of AF Form 4141 and, if applicable, AF Form 4142.

4.4.3. Weapons qualified personnel training records will consist of AF Form 1042, **Medical Recommendation for Flying or Special Operational Duty**; AF Forms 4141/4142; and other documentation prescribed below. Officer and WD training records will be maintained in general purpose folders, Federal Stock Number 7530-00-990-8884, and filed alphabetically.

4.4.3.1. Individual folders will be identified by typing the individual's last name, first name, and middle initial in capital letters on a standard size folder label. Additional information such as individual's grade or crew may be penciled on the label.

4.4.3.2. The general purpose folder will be arranged as follows:

4.4.3.2.1. Section I, Qualification Data. This section will consist of the completed AF Form 4141.

4.4.3.2.2. Section II, Personnel History. This section will contain any other current records/documents pertaining to qualification or proficiency, to include waivers, appointments, and

assignments directly associated with present duty position(s). Items of a local nature not required at the next duty station will be removed by the OTO and returned to the individual prior to his/her proceeding on PCS.

4.4.3.2.3. Section III, Medical Qualification. This section will include a current copy of the AF Form 1042 prepared by the local flight surgeon for personnel actively assigned to controlling duties. Any supplemental AF Form 1042s, placing an individual in DNIC for more than 7 days, shall be maintained until rescinded. Sensitive medical history or records pertaining to human personnel reliability program, nuclear safety, security, or other records of a personal medical nature will not be maintained in this file.

4.4.3.2.4. Section IV, Training History. This section will include student records from AETC school courses, MAJCOM formal schools, and any formal C<sup>2</sup> training, if available, filed chronologically, as a permanent part of this folder. Records or certificates of completion designed for framing will not be filed in this folder. This section may also include locally generated training records. No tests or answer sheets are to be filed in this folder. Current AF Forms 4141/4142 may be kept in separate binders for ease of recordkeeping. Forms will be returned to the individual's permanent record when completed or at time of PCS/PCA.

4.4.3.2.5. Section V, Miscellaneous Experience. This section will include previously completed AF Form 4141, AF Form 4142, and completed mission experience records from other command or formal schools. These will be filed chronologically with latest date on top. Standard administrative procedures will be followed when documents are removed from permanent records for any reason.

**4.5. Forms and Reports.** The following forms and reports are adopted for use by this AFI and will be used to record and report individual/unit experience, accomplishments, or status.

4.5.1. AF Form 1042, **Medical Recommendation for Flying or Special Operational Duty**. This form is used by the medical staff to document the medical status/restrictions of personnel authorized to control or supervise the control of live aircraft.

4.5.2. AF Form 4141, Individual's Record of Duties and Experience Ground Environment Personnel. This form will be used to maintain a permanent record of an individual's qualifications, experience and assignment history. Information contained on the form may be used by supervisors/managers to assign positional/instructor/evaluator duties and in determining an individual's eligibility for the award of the Combat Readiness Medal. Instructions for the completion of AF Form 4141 are contained within the electronic form.

4.5.3. AF Form 4142. The OTO may track academic and positional hours for all personnel with the AF Form 4142. This form will be used to document the control activity of all Weapons 13B/1C5X1 personnel.

4.5.3.1. Completed AF Forms 4142 are maintained IAW paragraph 4.4. above.

4.5.3.2. When trainees are TDY to perform weapons duties, the TDY unit accomplishes an AF Form 4142 or equivalent and forwards it to the individual's permanent station for posting to the current AF Form 4142.

4.5.4. Training Deficiency Report, RCS: HAF-XOC(AR)9910. Emergency Status Code is D (discontinue report under emergency conditions).

4.5.4.1. A narrative report will be submitted through normal channels to the appropriate MAJ-COM, when a unit has identified a problem that will prevent the unit or individuals from satisfying training requirements specified herein. This report will be classified as appropriate.

4.5.4.2. This report is the primary method for identification/resolution of training deficiencies.

4.5.4.3. Report will be submitted in the following format:

4.5.4.3.1. Title: Training Deficiency Report, RCS: HAF-XOC(AR)9910.

4.5.4.3.2. Unit: Unit reporting deficiency/problem.

4.5.4.3.3. Description of the deficiency/problem (summarize).

4.5.4.3.4. Date problem began/is expected to begin.

4.5.4.3.5. Corrective action taken/anticipated.

4.5.4.3.6. Estimated number of days required.

4.5.4.3.7. Recommendations for solution of problem.

4.5.4.3.8. Remarks.

**4.6. Transfer of Records.** Upon reassignment, individuals will handcarry their training records to the gaining unit. AF Form 4142 or a letter of control events will be accomplished and forwarded to the individual's permanent station for posting.

**4.7. Documentation.** Training is documented on three forms: AF Form 4141, AF Form 4142, and AF Form 4143.

4.7.1. AF Form 4141. This form is used to record significant occurrences during an individual's training. The following events must be recorded:

4.7.1.1. The OTO will record the review of a newly arriving individual's training records on AF Form 4141.

4.7.1.2. When an individual has completed a transfer of training status from another unit, the OTO will enter completion date and test scores on AF Form 4141.

4.7.1.3. The OTO will annotate AF Form 4141 to show any removal from unit training for purposes of formal school attendance.

4.7.1.4. The OTO will certify on AF Form 4141 that a trainee has completed IQT.

4.7.1.5. The OTO will record completion of MQT.

4.7.1.6. The OTO will record entry into CT-CMR or CT-BMC on AF Form 4141.

4.7.1.7. The DO will identify the primary duty position of multi-qualified personnel on AF Form 4141.

4.7.1.8. The OTO will document the appointment of an individual as an instructor on AF Form 4141.

4.7.1.9. The OTO will document regression to NCMR/NBMC status and return to CMR/BMC status on AF Form 4141.

4.7.1.10. When the commander grants additional time for an individual to meet 3-month look-back requirements, this decision will be documented on AF Form 4141.

4.7.1.11. Proration of requirements will be recorded on AF Form 4141 and certified by the DO.

4.7.2. AF Form 4142. This form is used to document training accomplishments. The OTO records accomplishment of academic and positional TRs and instructor or Stan/Eval-monitored accomplishments on AF Form 4142.

4.7.3. AF Form 4143. This form is primarily used by Stan/Eval to record evaluations; however, the OTO uses it to record any training requirements that result from evaluations. Therefore, any additional training that must be completed following an evaluation will be recorded on AF Form 4143. Also, the OTO will certify completion of this training on AF Form 4143.

4.7.4. Instructions for completing AF Form 4141.

COLUMN	ENTRY	RECORD OF AUTHENTICATION
A (Note 1)	DATE	
B (Note 2)	Entries in this column will include:	
	1 Signed into unit	
	2 Individual Records Review	
	3 Entered IQT- Position	
	4 Completed IQT- Position; Released to DOV	
	5 Initial Evaluation – Position (Note 5)	
	6 Entered MQT	
	7 Completed MQT; Released to DOV	
	8 Mission Qualification Evaluation – Written	
	9 Entered CT CMR/BMC – Position	
	10 Entered extended IQT training	
	11 Entered additional extended IQT training	
	12 Entered extended MQT training	
	13 Entered additional extended MQT training	
	14 Continued in IQT/MQT training	
	15 Entered MAJCOM approved extended IQT/MQT training	
	16 Downgraded to UQ - Position	
	17 Appointed/Withdrawn Position Instructor	
	18 TDY, Location (see Note 6), Reason	
	19 Live Exercise Participation by Name	
	20 Evaluation (see Note 3, 5 and 7)	
	21 Removed from IQT-Position training	
	22 Position-Qualification withdrawn	
	23 Primary duty position-Position	
	24 Entered Instructor Training Program	
	25 Completed Instructor Training Program	
	26 Completed Objectivity Evaluation	
C (Note 3)	Results of all Written Examinations	
D (Note 3)	Date the Examination was Administered	
E (Note 3)	Enter Positional Evaluation Results (EQ, Q and UQ)	
F (Note 3)	Date the Evaluation was Administered	
G (Note 4)	Required Entries	
	1 Last name and grade of evaluator for all evaluations	
	2 Signature of CC, DO, OTO as appropriate	
	3 Signature of OTO certifying completion of IQT and MQT training requirements	
	4 Signature of OTO when closing out the record for PCS or when a record is reaccomplished	
	5 Signature of CC or designated representative, for appointments of evaluators/instructors and withdrawing evaluator/instructor appointments	
	6 Any other amplifying information	

**NOTES:**

1. Entries should be in chronological order. Dates/duration indicate when the events occurred, not the date of posting. Backlogs should be kept to a minimum.
2. Entries must match the sample. Additional entries can be posted to record significant events for which there is no sample.
3. Columns C, D, E, and F reflect when the written and positional evaluations were performed.
4. The individual currently holding the cited position when the event occurred is the only one who is authorized to sign for the event. A signature block and a signature are required. If the form must be reaccomplished and the authorizing officials have departed the unit, enter the signature block and type or print "Signature Not Available" above the signature block.
5. No signature is required.
6. Only required for TDYs that are in excess of one week.
7. Spot evaluations that do not affect the training status of the individual are not required.

## Chapter 5

### KOREAN TACTICAL AIR CONTROL SYSTEM

**5.1. Purpose .** This chapter outlines the training for personnel assigned to the 621ACS, Master Control and Reporting Center (MCRC) and the 607COS, Tactical Air Control Center (TACC). All 13BXX and 1C5X1 personnel are required to attain CMR status in an authorized duty position, unless otherwise stated. Personnel assigned to the 607ASOG are required to attain CMR status at the direction of the respective commander. Unless otherwise stated, the 621ACS/CC and 607COS/CC carry out the responsibilities prescribed for the SAOC director, the 607ASOG/CC carries out the responsibilities prescribed for NAF/intermediate headquarters.

**5.2. IQT.** All 13BXX/1C5 personnel assigned to the 621ACS and 607COS will be entered in IQT NLT 10 calendar days after reporting to the unit. Individuals must meet the prerequisites established in [table 7.12](#), prior to entry into IQT. If an individual is not available for duty/training within the established time limit, an entry will be made on the individual's AF Form 4141 stating the reason. ABMs with less than two years in the career field are entered into AWO IQT upon arrival at the unit. After successful completion of IQT, these individuals will be given a weapons Initial Qualification Evaluation (IQE) and placed into BQ status. The AWO will then enter MQT and, upon completion, will be designated a CMR AWO. AWOs must complete IQT and the IQE for SD positions within two years after award of AFSC 13B. Trainees in IQT will be under the supervision of an instructor.

5.2.1. Time Limitations. Trainees are required to complete IQT within 55 calendar days after entry into training. Training time may be adjusted for mandatory TDYs.

5.2.2. Training requirements for IQT are contained in [table 7.13](#). The unit commander/director of operations ensures newly assigned personnel's experience records/training accomplishments are reviewed and the appropriate amount of instruction for each academic subject and positional area is established. The OTO records the review on AF Form 4141 for the unit commander's/director of operation's signature.

5.2.3. IQT Completion. Upon completion of IQT requirements, the OTO administers a 50 question (minimum) IQT test (85% is passing score). At least two different versions (25% different questions) of the IQT test will be available, unless computer generated. NLT the 55th calendar day of the IQT period, one of the following occurs:

5.2.3.1. The OTO will certify on the AF Form 4141 the completion of IQT requirements and that the trainee is ready for an evaluation.

5.2.3.2. Individuals who satisfactorily complete the initial evaluation will be given Basic Qualification (BQ) status and entered into MQT immediately. Individuals assigned to a unit without a combat mission may be designated BMC and placed into CT.

5.2.3.2.1. Trainees who fail to complete the training requirements or fail the IQT test will be referred to the unit commander/director of operations for removal from training or for extended training. The unit commander may grant the trainee an extended training time for a period not to exceed 10 days. An additional 10-day training extension may be granted by the 607ASOG/TL. Trainees will be administered the alternate test after additional training is completed.

5.2.3.2.2. Trainees who fail the second re-test will be referred to the 607ASOG/CC for appropriate administrative action.

**5.3. MQT.** Personnel who satisfactorily complete IQT for their duty position will immediately (next duty day) enter MQT. MQT training must be supervised by an instructor.

5.3.1. Time Limitations. Trainees are required to complete MQT training within 5 days after entry into training. Training time may be adjusted for mandatory TDYs.

5.3.2. Training requirements for MQT are contained in [table 7.14](#). and constitute theater certification.

5.3.3. MQT Completion. Upon completion of MQT requirements, the Stan/Eval administers a 25 question (minimum) MQT test (85% is passing score). At least two different versions (different questions) of MQT test will be available, unless computer generated. Upon successful completion of the MQE, individuals will be given CMR status and placed into CT. A positional evaluation is NOT required upon completion of MQT. By NLT the 5th calendar day of the MQT period, one of the following occurs.

5.3.3.1. The trainee completes MQT requirements, passes the MQT test, and is entered into CT.

5.3.3.2. If the trainee does not complete training requirements within the specified time limits, he/she will be referred to the unit commander/director of operations for removal from training or for extended training. The unit commander may grant the trainee an extended training time for a period not to exceed 5 days. An additional 5-day training extension may be granted by the 607ASOG/TL.

5.3.3.3. Trainees who fail to complete MQT training requirements after the second extension will be evaluated through the Faculty Evaluation Board (FEB), recommendation will be forwarded to the 607ASOG/CC for appropriate administrative action.

5.3.3.4. Faculty Evaluation Board. Individuals failing to meet standards will meet a Faculty Evaluator Board (FEB). The 621ACS/CC or 607COS/CC serve as president of their respective FEB. 621ACS FEB members include the squadron operations officer, operations superintendent (for enlisted personnel reviews), squadron and 607ASOG OTO, squadron and 607ASOG operations training NCO (for enlisted reviews), 607COS/FEB members include the squadron operations officer, operations superintendent from DON/DOB (for enlisted reviews), squadron OTO and 607ASOG OTO, squadron and 607ASOG operations training NCO (for enlisted reviews). The president may add members who can contribute pertinent information to the board.. The FEB is convened as required to examine an individual's non-progression in training. The 621ACS board president makes recommendations concerning the trainee's future through 607ASOG/TL to the 607ASOG/CC. The 607COS board president makes recommendations concerning the trainee's future to the 607AOG/CC, info the 607ASOG/TL/CC.

**5.4. CT.** Upon completion of MQT requirements, the OTO certifies on the AF Form 4141 the trainee has completed MQT requirements and is CMR. CT requirements consist of both positional and academic minimums and are identified below.

5.4.1. Positional Requirements.

5.4.1.1. Weapons personnel will complete the required number of events contained in [table 7.18](#).

5.4.1.2. Personnel qualified as SODO/T and FDO/Ts will perform a minimum of 24 hours at the primary operational duty position semiannually.

5.4.1.3. Personnel qualified as ICO/ICTs will conduct a minimum of twelve (12) data link missions each semiannual period.

5.4.1.3.1. The ICO/ICT credits one data link event each time they perform their respective CMR duty position and a data link interface is functioning with an outside agency. Credit will be given when a complete data link function is completed, i.e., establish, maintain/monitor, and disconnect.

5.4.1.4. Personnel qualified as BD/Ts will observe at least six (6) data link missions each semiannual period.

5.4.1.4.1. BD/Ts will credit one event each time interaction with the data link section is provided through the ADSI terminal at the BD position.

5.4.2. Academic CT requirements consist of 30 hours minimum semiannually. Academic training areas will be identified in the group/unit supplements of this instruction. Subject areas should reinforce IQT, MQT, new procedures, and operational requirements.

5.4.2.1. Areas as identified by Stan/Eval trend analysis and/or weapons and tactics.

5.4.3. These requirements may be prorated based upon the month in which the individual was upgraded to CMR.

## Chapter 6

### JAPAN BASE AIR DEFENSE GROUND ENVIRONMENT SYSTEM JASDF BADGE

**6.1. Purpose .** This chapter outlines the training for personnel conducting command and control operations from JASDF BADGE facilities in Japan . This includes the 623ACF, 610ACF and 624ACF. All 13BXX and 1C5X1 personnel are required to attain CMR status in a duty position unless otherwise stated. Personnel assigned to the 18OG are required to attain CMR/BMC status in an operational duty position at the 623ACF. Unless otherwise stated, the unit commander carries out the responsibilities prescribed for the SAOC director, the 18OG/CC carries out the responsibilities prescribed for NAF/intermediate headquarters for the 623ACF. The 610ACF and 624ACFs are considered DRUs for training purposes.

**6.2. IQT.** All 13BXX/1C5 personnel assigned to the 623ACF ,610ACF and 624ACF will be entered in IQT NLT 30 calendar after reporting to the unit. Individuals must meet the prerequisites established in [table 7.1](#). prior to entry into IQT. If an individual is not available for duty/training within the established time limit, an entry will be made on the individual's AF Form 4141 stating the reason. An Entry Level ABMs with less than two years in the career field are entered into AWO IQT upon arrival at the unit. After successful completion of IQT, these individuals will be given a weapons Initial Qualification Evaluation (IQE) and placed into BQ status. The AWO will then enter MQT and, upon completion, will be designated a CMR AWO. AWOs must complete IQT and the IQE for SD positions within two years after award of AFSC 13B. Trainee in IQT will be under the supervision of an instructor.

6.2.1. Time Limitations. Trainees are required to complete IQT training within 110 calendar days after entry into training. Training time may be adjusted for mandatory TDYs.

6.2.2. Training requirements for IQT are contained in [table 7.16](#). The unit commander/director of operations ensures newly assigned personnel's experience records/training accomplishments are reviewed and the appropriate amount of instruction for each academic subject and positional areas are established. The OTO records the review on AF Form 4141 for the unit commander's/director of operation's signature.

6.2.3. IQT Completion. Upon completion of IQT requirements, Stan/Eval administers a 50 question (minimum) IQT test (85% is passing score). At least two different version (25% different questions) of the IQT test will be available, unless computer generated. NLT the 110 calendar day of the IQT period, one of the following occurs:

6.2.3.1. The OTO will certify on the AF Form 4141 the completion of IQT requirements and that the trainee is ready for an evaluation.

6.2.3.2. Individuals who satisfactorily complete the initial evaluation will be given Basic Qualification (BQ) status and entered into MQT immediately. Individuals assigned to a unit without a combat mission (18OG/OSS) may be designated BMC and placed into CT. BQ individuals may perform Stan/Eval and Training functions. However, must be supervised by an instructor when on position.

6.2.3.2.1. Trainees who fail to complete the training requirements or fail the IQT test will be referred to the unit commander for removal from training or for extended training. The unit commander may grant the trainee an extended training time for a period not to exceed 30 days.

An additional 30-day training extension may be granted by HQ PACAF/DOC. Trainees will be administered the alternate test after additional training is completed.

6.2.3.2.2. Trainees who fail the second re-test will be referred to the unit commander for appropriate administrative action.

**6.3. MQT.** Personnel who satisfactorily complete IQT for their duty position will immediately (next duty day) enter MQT. MQT training must be supervised by an instructor. Exception: 623/610/624/CCs may be entered into CT.

6.3.1. Time Limitations. Trainees are required to complete MQT training within 10 days after entry into training. Training time may be adjusted for mandatory TDYs.

6.3.2. Training requirements for MQT are contained in [table 7.17](#) and constitute theater certification.

6.3.3. MQT Completion. Upon completion of MQT requirements, the OTO administers a 25 question (minimum) MQT test (85% is passing score). At least two different versions (different questions) of MQT test will be available, unless computer generated. Upon successful completion of MQT, the OTO will designate the individual CMR on AF Form 4141 and enter the individual in CT. By NLT the 10th calendar day of the MQT period, one of the following occurs.

6.3.3.1. The trainee completes MQT requirements and passes the MQT test and is entered into CT.

6.3.3.2. If the trainee does not complete training requirements within the specified time limits, he/she will be referred to the unit commander for removal from training or for extended training. The unit commander may grant the trainee an extended training time for a period not to exceed 10 days. An additional 10-day training extension may be granted by HQ PACAF/DOC or 18OG/CC as appropriate.

6.3.3.3. Trainees who fail to complete MQT training requirements after the second extension will be evaluated through the Faculty Evaluation Board (FEB), recommendation will be forwarded to HQ PACAF/DOC or 18OG/CC for appropriate administrative action.

6.3.3.4. Faculty Evaluation Board. Individuals failing to meet standards will meet a Faculty Evaluator Board (FEB). Unit commanders will serve as president of their respective FEB. FEB members include the squadron operations officer, operations superintendent (for enlisted personnel reviews), squadron and group operations training NCO (for enlisted reviews), The president may add members who can contribute pertinent information to the board.. The FEB is convened as required to examine an individual's non-progression in training. The board president makes recommendations concerning the trainee's future through PACAF/DOC or 18OG/CC.

**6.4. CT.** Upon completion of MQT requirements, the OTO certifies on the AF Form 4141 the trainee has completed MQT requirements and is CMR. CT requirements consist of both positional and academic minimums and are identified below.

6.4.1. Positional Requirements.

6.4.1.1. Weapons personnel will complete the required number of events contained in [table 7.18](#).

6.4.2. Academic CT requirements consist of 30 hours minimum semiannually. Academic training areas will be identified in the group/unit supplements of this instruction. Subject areas should reinforce IQT, MQT, new procedures, and operational requirements.

6.4.2.1. Areas as identified by Stan/Eval trend analysis and/or weapons and tactics.

6.4.3. These requirements may be prorated based upon the month in which the individual was upgraded to CMR.

## Chapter 7

### RECONNAISSANCE OPERATIONS CENTER

**7.1. Purpose .** This chapter outlines the training for personnel assigned to the PACROC (Pacific Reconnaissance Operations Center) and the KRC (Korean Reconnaissance Center. Personnel assigned will maintain Combat Mission Ready (CMR) status at the discretion of the PACAF/AOS and 607COS commanders in at least one of the designated watch positions. Unless otherwise stated, the unit commander carries out the responsibilities prescribed for the SAOC director, the PACAF/AOS/CC and the 607ASOG/CC carries out the responsibilities prescribed for NAF/intermediate headquarters .

7.1.1. PACROC. All enlisted personnel are required to qualify initially as Reconnaissance Mission Coordinator (RMC) regardless of rank or previous experience. After an orientation period (not less than 1 month as RMC), senior NCO's may be entered in SOTC training based on the recommendation of the OTO/TNCO. To maximize flexibility for duty scheduling purposes, all enlisted SOTC's will maintain dual qualifications. The PACROC Chief will carry out the responsibilities prescribed for the SAOC director and the PACAF/AOS/CC will carry out the responsibilities prescribed for the NAF/intermediate headquarters .

7.1.2. KRC. All enlisted personnel are required to qualify as Reconnaissance Mission Coordinator (RMC). The 607AOS/CC carries out the responsibilities prescribed for the SAOC director and the 607AOS/CC will carry out the responsibilities prescribed for the NAF/intermediate headquarters.

**7.2. IQT.** All personnel assigned to the PACROC will be entered in IQT immediately upon receiving their clearance and the personnel assigned to the KRC will enter IQT NLT 10 calendar days after reporting to the unit. Individuals must meet the prerequisites established in [table 7.11](#). prior to entry into IQT. If an individual is not available for duty/training within the established time limit, an entry will be made on the individual's AF Form 4141 stating the reason.

7.2.1. Time Limitations. Trainees are required to complete IQT training within 55 calendar days after entry into training. Training time may be adjusted for mandatory TDYs. Secondary duty position limitation will be determined by the unit commander and specified in local directives.

7.2.2. Training requirements for IQT are contained in [table 7.15](#). The unit commander/director of operations ensures newly assigned personnel's experience records/training accomplishments are reviewed and the appropriate amount of instruction for each academic subject and positional areas are established. The OTO records the review on AF Form 4141 for the unit commander's/director of operation's signature.

7.2.3. IQT Completion. Upon completion of IQT requirements, the OTO administers a 50 question (minimum) IQT test (85% is passing score). At least two different version (25% different questions) of the IQT test will be available, unless computer generated. NLT the 55th calendar day of the IQT period, one of the following occurs:

7.2.3.1. The OTO will certify on the AF Form 4141 the completion of IQT requirements and that the trainee is ready for an evaluation.

7.2.3.2. Individuals who satisfactorily complete the initial evaluation will be given Basic Qualification (BQ) status and entered into MQT immediately.

7.2.3.2.1. Trainees who fail to complete the training requirements or fail the IQT test will be referred to the ROC Chief for removal from training or for extended training. The PACAF/AOS/CC and 607COS/CC commanders may grant the trainee an extended training time for a period not to exceed 30 days (10 days KRC). An additional 30-day(10 days KRC) training extension may be granted by the 607ASOG/CC or HQ PACAF, as appropriate. Trainees will be administered the alternate test after additional training is completed.

7.2.3.2.2. Trainees who fail the second re-test will be referred to PACAF/DOC for appropriate administrative action.

**7.3. MQT.** Personnel who satisfactory complete IQT for their duty position will immediately (next duty day) enter MQT. MQT training must be supervised by an instructor. MQT training areas will be determined by the unit and specified in local directives.

7.3.1. Time Limitations. Trainees are required to complete MQT training within 5 days after entry into training. Training time may be adjusted for mandatory TDYs.

7.3.2. MQT Completion. Upon completion of MQT requirements, the OTO administers a 25 question (minimum) MQT test (85% is passing score). At least two different versions (different questions) of MQT test will be available, unless computer generated. Upon successful completion of MQT, the OTO will designate the individual CMR on AF Form 4141 and enter the individual in CT. By NLT the 5th calendar day of the MQT period, one of the following occurs.

7.3.3. The trainee completes MQT requirements and passes the MQT test and is entered into CT.

7.3.3.1. If the trainee does not complete training requirements within the specified time limits, he/she will be referred to the ROC Chief for removal from training or for extended training. The unit commander may grant the trainee an extended training time for a period not to exceed 5 days. An additional 5-day training extension may be granted by the NAF/intermediate headquarters.

7.3.3.2. Trainees who fail to complete MQT training requirements after the second extension will be evaluated through appropriate administrative channels to determine continuance in the AFSC.

**7.4. CT.** Upon completion of MQT requirements, the OTO certifies on the AF Form 4141 the trainee has completed MQT requirements and is CMR. CT requirements consist of both positional and academic minimums and are identified below.

7.4.1. Positional Requirements.

7.4.1.1. Personnel qualified as RMC and SOTC will perform a minimum of 48 hours at the primary operational duty position semiannually.

7.4.2. Academic CT requirements consist of 30 hours minimum semiannually. Academic training areas will be identified in the group/unit supplements of this instruction. Subject areas should reinforce IQT, MQT, new procedures, and operational requirements.

7.4.2.1. Areas as identified by Stan/Eval trend analysis and/or weapons and tactics.

7.4.3. These requirements may be prorated based upon the month in which the individual was upgraded to CMR.

**Table 7.1. SAOC, HIRAOC, ICRC, AKRAOC and PROC Positional Prerequisites.**

POSITION FOR WHICH ENTERING TRAINING	MUST HAVE PREVIOUS BASIC QUALIFICATION IN	MUST BE CURRENT ANDBQ/CMR	NOTES
MCC	SD/ASO		1
MCCT	Any Position		1
SD	Weapons	Weapons	3
SDT	WDT	WDT	4
WD	Not Required		
WDT	Not Required		1
ASO/ICO	Weapons		1,2
ICO/IDO	Weapons		1
AST	Any Position		1,2
DQM	Any Position		1, 2
TT	Not Required		
EAC	Any Position		
IDT	Any Position		1
ICT	Any Position		1

**NOTES:**

1. Equivalent qualification in other systems (TACS, manual, and so forth), satisfies this requirements.
2. It is desirable that personnel possess SEI 270 or attend the radar evaluation course at the 84 RADES.
3. SD must be current in weapons.
4. SDT must be CMR as WDT.

**Table 7.2. SAOC, HIRAOC, AKRAOC, and PROC IQT Requirements (N/A ICRC).**

SUBJECT AREA
C <sup>2</sup> Identifier (Note 1)
Track Identification/Classification (ICRC will use IADS symbology and ID functions)
Exercises
ESCAT/SCATANA
EA/EPT/Spectrum Interference
NORAD Mission and Organization (Note 2)
IFF/SIF
Aircraft Emergencies and Hijack Procedures
Publications
Security
Authentication Systems
Alerts and Warnings
RADIL Familiarization (Note 1)

**NOTES:**

1. The ICRC (Formerly ICEROCC) does not have a RADIL but has developed an IQT training module for data links.
2. Contract modules not applicable to ICRC. ICRC modules for these subject areas will be locally developed.
3. R/SAOCs will continually review modules and provide changes to MAJCOM.

**Table 7.3. SAOC, HIRAOC, ICRC, AKRAOC and PROC IQT minimum Academic Training Requirements.**

TITLE	DUTY POSITION	SEE NOTE
Aircraft Capabilities	AWO/WD/T, SD/T	
Armament	AWO/WD/T, SD/T	
Fighter Guidance	AWO/WD/T, SD/T	
Equipment Operation	All	
ATC/FAA	MCC/T, AWO/WD/T, SD/T, IDT	1
Computer Operations	All	1
Combat Tactics	Weapons	
Operational Reports	All	
Active/Passive Tracking	All except IDT/EAC	
Emergency Actions	EAC	
R/T Procedures	Weapons	
E-3 Sentry (AWACS)	All	
RADIL Operations	ICT	1
Rules of Engagement	AWO/WD/T, SD/T, MCC/T	1
3310 Operations	All	1 and 3

**NOTES:**

1. Not applicable to ICRC. ICRC will develop locally generated modules and forward to the MAJCOM for approval.
2. SAOCs will continually review modules and provide changes to HQ ACC/XOYG.
3. Not applicable to PACAF.

**Table 7.4. SAOC, HIRAOC, ICRC, AKRAOC, and PROC IQT/CT Positional Training Requirements.**

TRAINING TO POSITION	LARGE SCALE EXERCISE SIM(S) OR LIVE (L)	SMALL SCALE EXERCISE SIM (S) OR LIVE (L)	CONDUCT CROSS TRAINING TO	SEE NOTE
MCC	1 (S or L)		E-3 sim or demo	4, 5, 6
MCCT	1 (S or L)		E-3 sim or demo	4,5,6
SD	1 (S or L)		E-3 sim or demo	1, 1.1, 5, 6
SDT	1 (S or L)		E-3 sim or demo	1, 1.1.
AWO/WD		1 (S or L)	FS, ARTCC	5
WDT		1 (S or L)	FS, ARTCC	5
ASO	1 (S or L)		ARTCC, E-3 Sim/demo	5, 6, 7,
AST	1 (S or L)		ARTCC, E-3 Sim/demo	5, 6, 7,
DQM		1 (S or L)	ARTCC	5, 7,
TT	1 (S or L)			
EAT	1 (S or L)			2
IDT	1 (S or L)	1 (S or L)	ARTCC	3, 5
ICT		1 (L)	E-3 mission TADIL link	5, 6,

**NOTES:**

1. Must participate in at least 3 hours of a moderate to intensive simulated exercise.
  - 1.1. Must participate in live daily flying which include a simulated or live active air defense scramble.
2. Must participate in 1 live or simulated large scale exercise that includes EAM traffic.
3. Must participate in a minimum of 1 large and 1 small scale exercise (live or sim) and 1 day of live daily flying activity. One unknown, live or sim, must be identified.
4. Must include battle staff/JCP participation.
5. Previous visits (assignments) to specified units will satisfy this requirement. For AWO/WD/Ts, a training sortie in a fighter aircraft is highly recommended.
6. E-3 mission sortie/sim/demo (for TTs, ASOs, SDs, ICTs and MCCs, this is highly desirable but optional).N/A ICRC.
7. Cross-training for ICRC personnel will be IAW AFJMAN 11-208.
8. SD/SDT must maintain a current weapons qualification.

**Table 7.5. SAOC, HIRAOC, AKRAOC, and PROC Weapons Personnel CT Positional Annual Requirements (Live).**

<b>MISSION TYPE</b>	<b>(I/E)</b>
Air-to-Air	32 / 24 (Note 1, 2, 4)
Refueling	4 / 2 (Note 1, 3)
<b>TOTAL</b>	<b>36 / 26</b>

**NOTES:**

1. Simulation requirements are double the live requirements. Excess live missions in any one category may be substituted for sim in the same category. Sim missions may not be used to fulfill live requirements.
2. 20 percent of the total (sim or live) missions must be close control.
3. Two air refuelings must be point parallel sim/live per annual training.
4. SD/SDT/Instructors/Evaluators can credit up to 50 percent of total training requirements from monitored missions on a one-for-one basis.

**Table 7.6. Lookback (Live).**

<b>Weapons</b>	<b>Number of Missions</b>
3-month Lookback	6 (4 for ICRC)

**NOTES:**

1. SDs and Traditional Guard persons must accomplish 50 percent of the lookback requirements.
2. Any combination of missions may be used to attain the minimum requirements.
3. Lookback training requirements pertain to inexperienced and experienced personnel.
4. Instructors/evaluators can credit up to 50 percent of total training requirements from monitored missions on a one-for-one basis. N/A Traditional Guard persons.

**Table 7.7. CONRAOC IQT Requirements (All Personnel).**

<b>SUBJECT AREA</b>	
Introduction to Training	Organization and Command Structure
Concept of Operations	Region Geography
Exercises	Publications
Security and Safety	Alerts and Warnings (SECRET)
OPORDs and COMPLANs	Terms and Definitions

**Table 7.8. CONRAOC ADC IQT Academic Training Requirements.**

SUBJECT AREA	DUTY POSITION
Emergency Procedures	ADD, ADT, CCO, EAT
Computer Operations	ADD, ADT, CCO
Local Policies/Procedures	ADD, ADT
Reports	ADD, ADT
CONUS RAOC Communications Systems	ADD, ADT, CCO, EAT
Secure Voice Systems	ADD, ADT, CCO, EAT
Authentication and Code Systems	ADD, ADT, EAT, CCO
E-3 Procedures	ADD, ADT
Rules of Engagement (CONFIDENTIAL)	ADD, ADT, EAT
NORAD Emergency Action Procedures (SECRET)	EAT
JOTS/JVIDS Operation	ADT, CCO
Aircraft Capabilities (SECRET)	ADD, ADT, EAT
COMSEC	CCO, ADT
Forward Tell	CCO
Crypto Rekeying	CCO
MicroVAX Computer	CCO

**NOTE:** Individual must be unit certified ADT before entering EAT training.

**Table 7.9. CONRAOC ADC IQT/CT Academic Training Requirements (Emergency Action Technician).**

SUBJECT AREA	
NORAD LERTCONS	
Fighter Readiness Postures	
Weapons Readiness States	
E-3 Readiness Postures	Authentication and Code Systems
NORAD Emergency Actions Procedures	EA Checklists and Workbooks
Emergency Action Message (EAM) Dissemination	Attainment Reporting
Emergency Actions Copy Format	Quick Reaction Messages
	COMPLAN 3310 Requirements

**NOTE:** Individuals must be unit certified ADT before entering EAT training.

**Table 7.10. ICRC Annual Positional Training Requirements.**

MISSION TYPE	I / E
Air to air	20 / 16
Refueling	4 / 2
Total	24 / 18

**NOTES:**

1. Instructors/evaluators can credit up to 50 percent of total training requirements from monitored missions on a one-for-one basis.
2. SD/SDT can credit up to 50 percent of total training requirements from monitored missions on a one-for-one basis.
3. Simulation requirements will be double the live requirements. Each intercept fulfills the one simulated requirement.
4. Live requirements can be substituted for sim but sim cannot substitute for live.

**Table 7.11. PACAF Positional Prerequisites.**

POSITION FOR WHICH ENTERING TRAINING	MUST BE PREVIOUSLY BQ/CMR IN	MUST BE CURRENT ANDBQ/CMR	NOTES
SD	ICO/ASO	Weapons	
SDT	Not Required	WDT	2
AWO/WD	Not Required		
WDT	Not Required		
ICO	Weapons	Weapons	
ICT	Any Position		1
SODO/T	Not Required		
FDO/T	Not Required		
LT	Not Required		
RMC	Not Required		
SOTC	RMC		
BDT	Any Position		1
BD	ICO/ASO/SD		1

**NOTES:**

1. Equivalent qualification in other systems (that is, mobile TACS, manual, and so forth), satisfies this requirements and approved by the unit commander/director of operations.
2. SDTs must be CMR as a WDT.

**Table 7.12. Korean Positional Prerequisites.**

POSITION FOR WHICH ENTERING TRAINING	MUST BE PREVIOUSLY COMBAT MISSION READY IN	MUST BE CERTIFIED AND CURRENT IN WEAPONS	NOTES
SD	ICO/ASO	WEAPONS	
SDT	Not Required	WDT	2
AWO/WD	Not Required		
WDT	Not Required		
ICO	Not Required	WEAPONS	
ICT	Any Position		1
SODO/T	Not Required		
FDO/T	Not Required		
BDT	Any Position		1
BD	ICO/ASO/SD		1

**NOTES:**

1. Equivalent qualification in other systems (that is, mobile TACS, manual, and so forth), satisfies this requirements and approved by the unit commander/director of operations.
2. SDTs must be CMR as a WDT.

**Table 7.13. Korean IQT Academic Requirements (All Personnel, except as noted).**

SUBJECT AREA	
Operations Procedures (Peacetime and Contingency)	
Communications-Electronics	
ADSI Familiarization	
Weather	
Mission and Organization	
IFF/SIF	
Aircraft Emergencies and Hijack Procedures	
Positional Familiarization	
Authentication/Encryption Systems	
AWACS/ABCCC/JSTARS Functions	
ROE	
Aircraft Capabilities	(N/A BD/T & ICO/T)
Armament	(N/A BD/T & ICO/T)
Continuum of Control	(N/A BD/T & ICO/T)
Equipment Operation	
Console Operations	
Combat Tactics	(N/A ICO/T & WDT)
Active/Passive Tracking	
Emergency Actions	
R/T Procedures	
E-3 Sentry (AWACS)	
ADSI Operations	(N/A SD/T & WD/T)
TADIL A/B/J Procedures	
OPSTASKLINK	(N/A SD/T & WD/T)
Command and Control	
TMD Attack	
CTAPS	
Operational Reports	
OPLAN Taskings	

**Table 7.14. Korean MQT Academic Requirements (All Personnel).**

SUBJECT AREA
Command and Control (Theater specific)
TMD Attack
ATC
Operational Reports
Intelligence Training (Threat Knowledge)
Applicable MOUs/LOAs
OPLAN Taskings
Electronic Warfare (EW), consists of EA, EP and ES.

**Table 7.15. ROC IQT Academic Requirements (All Personnel, except as noted).**

SUBJECT AREA
Mission and Organization.
Operations Procedures
Communications-Electronics
Equipment Operation (GCCS/GRIS/OII/MCSC/CTAPS, as applicable)
Briefing/Debriefing
Positional Responsibilities (SOTC/RMC)
SAR/Aircraft Emergency
COMSEC
OPREP 3 Reports
Emergency Requirements
Area of Responsibility (AOR)
Operational Mission Types
RECON Reports and Scheduling
SRO Conditions/Mission
Advisory Support Requirements
Flight Following

**Table 7.16. Japan IQT Academic Requirements (All Personnel, except as noted).**

<b>SUBJECT AREA</b>	
Operations Procedures (Peacetime and Contingency)	
Communications-Electronics	
Weather	
TCOT Operations	(N/A LI)
Mission and Organization	
IFF/SIF	
Aircraft Emergencies /Hijack/Defector Procedures	
Positional Familiarization	
Authentication/Encryption Systems	
AWACS/ABCCC/JSTARS Functions	
ROE	
Aircraft Capabilities	(N/A BD/T, L/T)
Armament	(N/A BD/T, L/T)
Continuum of Control	(N/A BD/T, L/T)
Equipment Operation	
Console Operations	
Combat Tactics	(N/A WD/T, L/T)
Active/Passive Tracking	(N/A BD/T)
Emergency Actions	
R/T Procedures	(N/A BD/T)
E-3 Sentry (AWACS)	
TADIL A/B/J Procedures	
Command and Control	
OPLAN Taskings	
CTAPS	
Operational Reports	
ATO/ACO/SPINS	
Wartime/Contingency Requirements (Japan units only)	
OPSTASKLINK	(N/A SD/T & WD/T)

**Table 7.17. PACAF MQT Academic Requirements (All Personnel).**

<b>SUBJECT AREA</b>	
Applicable MOUs/LOAs	
Intelligence	

**Table 7.18. Japan/Korea Weapons Positional Requirements (Annual).**

<b>MISSION TYPE</b>	<b>(I/E)</b>
Air-to-Air	60/40
Refueling	8/6
Air-to-Surface (Korea Only)	10/6
TOTAL	78/52

MARVIN R. ESMOND, Lt General, USAF  
DCS/Air and Space Operations

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 13-1, *Theater Air Control System*

AFI 11-214, *Aircrew, Weapons Director, and Terminal Attack Controller Procedures for Air Operations*

AFI 13-1Stan/Eval Volume 2, *Ground Command and Control Systems Standardization/Evaluation Program--Organization and Administration*

AFI 13-1AD Volume 1, *Air Defense Command and Control Operations*

AFI 36-2201, *Developing, Managing, and Conducting Training*

AFI 48-123, *Medical Examination and Standards*

***Abbreviations and Acronyms***

**AB**—Advisory Broadcaster (JSS)

**ABM**—Air Battle Manager

**ABS**—Airbase Simulator

**ACC**—Air Combat Command

**ACE**—Alternate Command Element

**ACW**—Aircraft Control and Warning

**ACWO**—Aircraft Control and Warning Officer

**ACWS**—Aircraft Control and Warning Squadron

**ADC**—Air Defense Center

**ADCF**—Air Defense Control Facility

**ADD**—Air Defense Director

**ADS**—Air Defense System

**ADSI**—Air Defense System Integrator

**ADT**—Air Defense Technician; Active Duty Training (ANG/USAFR)

**AETC**—Air Education Training Command

**AFI**—Air Force Instruction

**AFSC**—Air Force Specialty Code

**ANG**—Air National Guard

**AOR**—Area of Responsibility

**ARTCC**—Air Traffic Route Control Center

**ASO**—Air Surveillance Officer  
**AST**—Air Surveillance Technician  
**AT**—Annual Training  
**AVS**—Audio-Visual Services  
**AWACS**—Airborne Warning and Control System  
**AWO**—Air Weapons Officer  
**BC**—Battle Commander  
**BQ**—Basic Qualification  
**BS**—Battle Staff  
**BSC/T**—Battle Staff Coordinator/Technician  
**CAS**—Close Air Support  
**CC**—Commander  
**CCO**—Communications Computer Operator  
**CEO**—Communications Electronics Officer  
**CMAFS**—Cheyenne Mountain Air Force Station  
**CMIS**—Commander Management Information System  
**CMR**—Combat Mission Ready  
**COMMJAM**—Communications Jamming  
**COMSEC**—Communications Security  
**CONUS**—Continental United States  
**COT**—Chief of Training  
**CS**—Correlation Supervisor  
**CT**—Control Technician; Continuation Training  
**CV**—Vice Commander  
**DACT**—Dissimilar Air Combat Tactics  
**DFA**—Daily Flying Activity  
**DNIC**—Duty Not Including Controlling  
**DO**—Director of Operations  
**DOC**—Designed Operational Capability  
**DQM**—Data Quality Monitor (SAOC & AFI)  
**DT**—Detection/Tracking  
**DTS**—Detection/Tracking Supervisor

**DTT**—Detection/Tracking Technician  
**EA**—Electronic Attack; Environmental Assessment  
**EAC**—Emergency Action  
**EAM**—Emergency Action Message  
**EAO**—Environmental Assessment Officer  
**EAT**—Environmental Assessment Technician; Emergency Action Team  
**EBS**—Extended Battle Staff  
**ECRS**—Eastern CONUS RAOC Sector  
**EP**—Electronic Protection  
**ESCAT**—Emergency Security Control Air Traffic  
**ET**—Extended Training  
**FAA**—Federal Aviation Administration  
**FBGEE**—Fighter Bomber Ground Environment Exercise  
**FDE**—Flight Data Editor  
**FEB**—Faculty Evaluation Board  
**FIS**—Fighter Interceptor Squadron  
**FLIP**—Flight Information Publication  
**FO**—Fighter Officer  
**GPM**—Ground Pod Mission  
**HIRAOC**—Hawaii RAOC  
**HQ**—Headquarters  
**IAW**—In Accordance With  
**IC**—Intercept Coordinator  
**ICRC**—Iceland Control and Reporting Center  
**ICO**—Interface Control Officer  
**ICT**—Interface Control Technician  
**IDT**—Identification Technician; Inactive Duty Training (ANG/USAFR)  
**IFF**—Identification Friend or Foe  
**IMA**—Individual Mobilization Augmentee  
**IQT**—Initial Qualification Training  
**IPS**—Intercept Pilot Simulator  
**ISD**—Instruction System Development

**JOTS**—Joint Operational Tactical System

**JSS**—Joint Surveillance System

**JVIDS**—Joint Visually Integrated Display System

**LERTCON**—Alert Condition

**LMS-II**—Link Monitoring System

**LRC**—Learning Resource Center

**LRR**—Long Range Radar

**LPQF**—Local Procedures Question File

**MAJCOM**—Major Command

**MAO**—Mission Allocation Officer

**MAT**—Mission Allocation Technician

**MCC/T**—Mission Crew Commander

**MCCT**—Mission Crew Commander Technician

**M&I**—Movements and Identification

**MIDS**—Meteorological Information Display System

**MQF**—Master Question File

**MQT**—Mission Qualification Training

**MTR**—Minimum Training Requirement

**N/A**—Not Applicable

**NABS**—North American Aerospace Defense Command (NORAD) Airborne Battle Staff

**NAF**—Numbered Air Force

**NBMC**—Non Basic Mission Capable

**NCMR**—Non Combat Mission Ready

**NLT**—Not Later Than

**NORAD**—North American Aerospace Defense Command

**OI**—Operating Instruction

**OJT**—On-the-Job Training

**OP**—Operating Procedure

**OPDR**—Office of Primary Development Responsibility

**OPR**—Office of Primary Responsibility

**OPREP**—Operations Report

**OPSEC**—Operations Security

**OTD**—Operations Training Development

**OTH**—Over-the-Horizon Backscatter

**OTNCO**—Operations Training Noncommissioned Officer

**OTO**—Operations Training Officer

**PACAF**—Pacific Air Forces

**PCA**—Permanent Change of Assignment

**PCS**—Permanent Change of Station

**PI**—Positional Instructor

**PIREP**—Pilot Report

**PME**—Professional Military Education

**PROC**—Puerto Rico Operations Center

**PTC**—Positive Target Control

**RADIL**—RAOC/AWACS Digital Information Link

**RAREP**—Radar Report

**RC**—Radar Control

**RCM**—Radar Control Monitor

**RCMO/T**—Radar Control Monitor Officer/Technician

**RDT**—RADIL Technician

**RAOC**—Region Air Operations Center

**RAOCICU**—Region Air Operations Center (RAOC)/Over the Horizon (OTH)/Cheyenne Mountain Air Force Station (CMAFS) Interface Control Unit

**RQC**—Radar Quality Control

**RT**—Remedial Training

**R/T**—Radio/Telephone

**SAR**—Search and Rescue

**SAV**—Staff Assistance Visit

**SCATANA**—Security Control of Air Traffic and Air Navigational Aids

**SD**—Senior Director

**SDT**—Senior Director Technician

**SIF**—Selective Identification Feature

**SIGINT**—Signal Intelligence

**SIMSUP**—Simulation Supervisor

**SITREP**—Situation Report

**SMC**—System Maintenance Console  
**SAOC**—Sector Air Operations Center  
**SRA**—Supplementary Radar Analysis  
**SSN**—Social Security Number  
**Stan/Eval**—Standardization/Evaluation  
**TACS**—Theater Air Control System  
**TADIL**—Tactical Digital Information Link  
**TC**—Track Correlation  
**TCS**—Track Correlation Supervisor  
**TCT**—Track Correlation Technician  
**TDR**—Training Deficiency Report  
**TDY**—Temporary Duty  
**TGM**—Target Monitor  
**TGMC**—Target Monitor Chief  
**TGMCT**—Target Monitor Chief Technician  
**TGMT**—Target Monitor Technician  
**AKRAOC**—Alaska RAOC  
**T&T**—Tactics and Techniques  
**TT**—Tracking Technician  
**UC**—Unit Certified; Unit Certification  
**UCMJ**—Uniform Code of Military Justice  
**UQ**—Unqualified  
**US**—United States  
**UTA**—Unit Training Assembly (ANG/RES)  
**UTM**—Unit Training Manager  
**UTO**—Unit Training Officer  
**WD**—Weapons Director  
**WDT**—Weapons Director Technician  
**WRO**—Weapons Resources Officer (E-3 NABS)

### *Terms*

**Academic Training**—Training that results from self-study, group study, or classroom instruction.

**Additional Training**—Any training or action that must be completed following an evaluation. The

completion will be documented on AF Form 4143, **Certificate of Qualification**. TRs to correct deficiencies identified by STAN/EVAL will be determined by the OTO, with the concurrence of the SAOC director/DO. This training must be accomplished within 30 days (2 UTAs).

**Annual/Calendar Year**—A period starting 1 July and continuing through 30 June.

**Basic Mission Capable (BMC)**—The status of an individual who is assigned to a unit which does not have a primary combat mission, but has successfully completed IQT, passed an initial evaluation, and is complying with CT requirements for a designated function. This individual would require MQT training by a combat ready unit before entry into combat.

**Basic Qualified (BQ)**—Individual is considered BQ upon successful completion of IQT and the initial evaluation. Individual lacks the knowledge of Joint and Combined operations procedures to operate in a theater. Individual does not require supervision by an instructor.

**Certification**—Designation of an individual by the organization commander as having completed required training and being capable of performing in an unit specific role/mission/job/etc for which no formal training program exists.

**Combat Mission Ready (CMR)**—The status of an individual who successfully completes IQT and MQT, passes Initial and Mission Qualification Evaluations, complies with CT requirements, and is assigned to a unit with a primary combat mission.

**Continuation Training (CT)**—Academic and positional training required to maintain CMR/BMC qualification.

**Currency**—Currency is compliance with CT requirements and positional proficiency required by this directive.

**Eligibility Period**—The 3-month period prior to expiration date of the evaluation during which an individual must complete all written and positional requirements for the recurring qualification evaluation.

**Evaluation**—Verbal, written and positional methods used to determine individual proficiency to include positional evaluations and written evaluations as prescribed by governing directives.

**Experienced SD/SDT/WD/WDT**—An experienced SD/SDT/WD/WDT is an individual who:

Has been formally awarded a 13B3/4X/1C5X1D AFSC

Performed as a SAOC/ICRC SD/SDT/WD/WDT for a minimum of 6 months (3 months ICRC) beginning upon graduation from undergraduate controller training

Has at least 75 generic and 25 system specific live missions while performing in a CMR status for a total of 100 missions. Generic missions are any/all BQ missions accomplished during a career regardless of system. Specific missions are those accomplished in the system to which a SD/SDT/WD/WDT is currently assigned.

**Experienced Surveillance Officers/Technicians**—An experienced ASO/AST/TT/DQM is an individual who:

Has been formally awarded a 13B3/4X/1C5XX AFSC

Has at least 75 generic and 25 system specific hours while performing in a CMR status for a total of 100 hours. Generic hours are any/all BQ hours accomplished during a career regardless of system. Specific hours are those accomplished in the system to which a ASO/AST/TT/DQM is currently assigned.

**Experienced Individuals In All Other Duty Positions**—A MCC, MCT, ICO, EAT, IDT, ICT, BD, and

BDT are considered experienced when they perform in that particular duty position, as CMR, for a period of 6 months.

**Extended Training**—Training time that exceeds the maximum training time specified in this instruction.

**Ground Pod Mission (GPM)**—A pod equipped aircraft flying for training of ground radar site and SAOC personnel in EA recognition, analysis, EP actions, and interceptor control in a degraded environment.

**Initial Qualification Evaluation (IQE)**—The first evaluation given to determine an individual's BQ qualification status. It will consist of a positional evaluation and a written examination.

**Instructor**—Experienced CMR/BMC qualified individual in operations positional duties certified to instruct other individuals. (For Instructor Certification, see [chapter 3](#).)

**Initial Qualification Training (IQT)**—Academic and positional training required to attain BQ status.

**Large Scale Sim/Live Exercise**—An exercise in which 7 or more aircraft participate as targets.

**Mission**—A duty assigned to an individual or unit; a task. For the purpose of this AFI, a mission includes briefing, controlling and debriefing. Briefings should include training objectives. Controlling consists of taking radio and radar control of aircraft and accomplishing one or more types of mission, such as air-to-air, air refueling, air-to-surface, and active air defense scrambles. Debriefing should be with the pilots (and instructor where applicable). The brief/debrief may be accomplished via telephone/radio; however, face-to-face briefs provide optimum training.

**Mission Qualification Evaluation (MQE)**—A written evaluation given after MQT to determine an individual's CMR status.

**Mission Qualification Training (MQT)**—Academic training requirements to attain CMR status. This will include all training requirements needed to train BQ personnel to execute the unit's DOC mission statement in accordance with NORAD/joint/combined/AF directives and procedures, e.g., OPLANS, SUPPLANS, etc and any applicable operations plans.

**Multiple Qualifications**—An individual qualified/certified in at least two positions within the same control system.

**Non Combat Mission Ready/Non Basic Mission Capable (NCMR/NBMC) (Noncurrent)**—

Individual is considered NCMR/NBMC upon loss of currency, i.e., did not meet TRs are also considered Noncurrent upon the loss of currency, in the same manner as CMR/BMC personnel. Individuals must be supervised by an instructor.

**Positional Instructor**—A highly qualified CMR individual capable of providing instruction and certified at the unit level.

**Positional Training**—“Hands on” training resulting from performance of duties on assigned positions.

**Prorating**—The process of determining the annual training requirements proportionately. This process is used when personnel are TDY, medically disqualified or in DNIC status, or on emergency leave for more than 30 days. Also used when individual is upgraded after the start of the annual training period (no limit).

**Remedial Training (RT)**—A status indicating that an individual who is no longer considered CMR/certified to perform in a specific duty position and is re-entered into IQT/MQT for position/proficiency

level.

**Small Scale Sim/Live Exercise**—An exercise in which 1-6 aircraft participate as targets.

**Training Period**—A specific amount of time to accomplish a prescribed phase of training.

**Unit Training Assembly (UTA)**—For the purpose of this instruction, an UTA is considered to be the 2-day period per month that ANG operations personnel spend on duty. The “UTA” is one full ANG drill weekend.